KCJIS NEWS

KCJIS COMMITTEE CHANGES
LESLIE MOORE, KCJIS CHAIRMAN KBI

Retired Chief Ed Klumpp, who represented the Kansas Association of Chiefs of Police (KACP), resigned from the KCJIS Committee in June. Chief Klumpp was an influential member of the Committee for 15 years and served as the Co-Chair for 2 years. Chief Klumpp will be missed on the Committee, but he passed on the baton to good hands. Chief Robert "Bob" Sage with the Augusta Department of Public Safety was chosen as the new representative for KACP. Chief Sage is also the Kansas representative FBI CJIS Advisory Police Board (APB) and is a member of the KCJIS Security Policy and Procedure Subcommittee, so he is no stranger to KCJIS. We look forward to having Chief Sage on the Committee.

Ed Klumpp   Robert Sage

INSIDE THIS ISSUE

EDISPO ORPHAN ERRORS
JESSICA CROWDER, PROGRAM CONSULTANT I KBI

When attempting to submit an electronic disposition, you will occasionally see the message below. This means we did not receive a fingerprint card for that transaction number or the transaction number was generated at the time of submission. First, check to make sure you entered your transaction number correctly. If the transaction number is correct, simply select "Save as orphan disposition." The submission will be saved and processed into the record manually by the Kansas Bureau of Investigation (KBI) staff. If you are ever having trouble with an electronic disposition submission, please contact Jessica Crowder at (785) 296-8338 or Vanessa Rine at (785) 296-0816 and we will walk you through the issue.

Disposition Submission Results

An arrest record for this disposition was not found. What do you want to do?

Recommended action: Click Review and verify the Transaction Number.

| Review entries and re-submit |
| Add disposition to your Pending list for future review |
| → Save as an orphan disposition |
| Discard this disposition |

ACTING IN CONCERT
CONNIE MOLINA, PROGRAM CONSULTANT I KBI

A key component of what defines an incident is acting in concert. To clarify, <u>acting in concert requires all of the offenders to commit or assist in the commission of all of the crimes in an incident.</u> The offenders must be aware of, and consent to, the commission of all of the offenses. This is vital because KIBRS considers all of the offenders in an incident to have committed all of the offenses in that incident.

Example 1: A domestic argument escalated from a shouting match between a husband and wife to a battery during which the husband began beating his wife. The wife, in her own defense, shot and killed her husband. The responding officer submitted one incident report. The officer should have reported this information via KIBRS as two separate incidents because the husband could not have been acting in concert with the wife in his own killing.

Example 2: Two suspects were pulled over on a traffic stop. Upon closer examination, the officer noticed the smell of marijuana emitting from the vehicle. Both individuals were forced to exit the vehicle, and marijuana residue was located on the center console. While officers proceeded to frisk suspects, they found that both suspect A and Suspect B were in possession of small bags containing marijuana in their pockets.

Suspect A, a known convicted felon, was found to be in possession of a gun. This information needs to be submitted in two separate offense reports. The first one will list both suspects for the possession of marijuana. The second offense report should document the felon in possession of a firearm while only listing suspect A as the suspect to that offense. Suspect B is not an offender to that incident as Suspect B is not a convicted felon, nor is he in possession of firearm. Suspect B was not in acting in concert as the offense only applied to the felon who was in possession of the weapon.

If you have any questions, you may contact the Incident Based Reporting Duty Line at (785) 296-4373.

MOBILE IDENTIFICATION TECHNOLOGY
ELY MEZA, AFIS ADMINISTRATOR KBI

The Mobile Identification Technology allows law enforcement officers to capture and process two-fingerprint records to search the Kansas Bureau of Investigation (KBI) Automated Fingerprint Identification System (AFIS) and the FBI Repository for Individual of Special Concern (RISC).

The KBI has initiated the process to test and certify third party mobile technology vendors interested in offering their mobile technology to Kansas law enforcement agencies. The purpose of this certification is to test and approve mobile identification vendors that would constitute another option for law enforcement agencies.

The Product Certification Process (PCP) began in 2017 with the participation of four vendors.

We are pleased to announce that ID Networks and Data Works Plus have completed certification for their product offerings involving a laptop interface, similar in architecture to a previously approved offering from IDEMIA (formerly MorphoTrak).

We will continue working with these and other vendors to attempt to certify other types of product offerings that will provide a direct connection from the mobile device and not require an intermediate connection to a secured laptop. We will inform our partner agencies of these approvals when we are able to achieve certification with them.

Agencies interested in mobile identification technologies offered by ID Networks, Data Works Plus, or IDEMIA which have met the certification requirements of the KBI may reach out directly to those vendors.

For any questions, please feel free to contact Ely Meza at <u>ely.meza@kbi.state.ks.us</u> or (785) 296-8254.

KCJIS CONFERENCE 2018
LESLIE MOORE, KCJIS CHAIRMAN KBI

The 2018 KCJIS Conference was held at the Holiday Inn in Wichita, Kansas. It was great to see familiar faces and meet new people! Kirk Thompson, Director of the Kansas Bureau of Investigation, kicked off the conference with a welcome speech that explained how technology has brought us from paper files in individual agencies to having information at our fingertips through KCJIS. It made us realize just how far we have come in sharing information.

There were many exciting presentations this year including topics on NamUs, New KACIS, Cyber Hygiene, and NCIC Offline Searches. Presentations from the conference can be found on the Kansas Highway Patrol (KHP) CJIS Launch Pad in the CJIS Training tab. The presentations will also be made available on the KCJIS web portal soon. If there is a presentation that you are interested in and is not online, please contact Amy Johnson at Amy.M.Johnson@ks.gov. Amy will contact the speaker to try to get the presentation.

A collage of pictures from the conference are below.

Information regarding next year's conference will be provided in a future newsletter. If you have suggestions for future topics please email David Marshall at David.T.Marshall@ks.gov.

A special Thank You to the sponsors of this year's conference:

KCJIS CONFERENCE 2018, CONTINUED
LESLIE MOORE, KCJIS CHAIRMAN KBI

ECITATION
DANA GRIFFITH, PROGRAM CONSULTANT I KBI

eCitation is a new repository program to the Kansas Bureau of Investigation (KBI) designed to collect citation data from state law enforcement agencies and then make the data available through the KCJIS Web Portal. eCitation enables more information sharing between law enforcement personnel when dealing with potential violators and suspects, therefore, assisting prosecutors with their research to proceed to prosecution.

eCitation will have two methods for law enforcement agencies to submit their citation data electronically to the KBI. One option is to utilize the Citations Record Entry (CRE) webpage for manual entry of citations. The other option available would be using your agency's current records management system (RMS) or citations software to submit to the KBI.

One of the benefits of eCitation is that it will allow the user or supervisory staff to view how many citations were issued by their agency, per officer, by violation type, or by citation location. The Kansas Department of Transportation (KDOT) will utilize aggregate citation information to improve roads for safer travel, signage placement, etc.

eCitation is **FREE**!! Agencies will access the program through the KCJIS Web Portal with a token.

The KBI is preparing to launch the eCitation repository testing website. Select agencies will assist in the testing process of the eCitation program before it goes live. We are hoping to have the official website available through the KCJIS Web Portal by the end of 2018. If you would like more information on the eCitation program, please contact Dana Griffith at (785) 296-0492 or Dana.Griffith@kbi.state.ks.us.

SEPTEMBER FIELD SUPPORT TRAINING IN TOPEKA
JESSICA CROWDER, PROGRAM CONSULTANT I KBI

The Kansas Bureau of Investigation (KBI) will be hosting complimentary training September 25th-27th. See the schedule below for classes offered. To register, email or call the KBI receptionist at AnnexFrontDesk@kbi.state.ks.us or (785) 296-7404. When registering, please include the following information: specific date, class, and how many from your agency will be attending. Please also provide an email or phone number for follow-up confirmation. Register early as seating is limited! Training will take place in the KBI Annex Training room at 1631 SW Topeka Blvd or next door at the KBI Headquarters Main Conference room at 1620 SW Tyler. A class synopsis can be found on the next page.

Tuesday, September 25th

KBI Annex Training Room	KBI Main Conference Room	Time
KIBRS	Criminal History Records	8:30am – 12:00pm
Case Inquiry	Rapsheet Differences	1:00pm – 4:30pm

Wednesday, September 26th

KBI Annex Training Room	KBI Main Conference Room	Time
Offender Registration	10 Print Fingerprint	8:30am – 12:00pm
KsORT	Switch / KCJIS Web Portal	1:00pm – 4:30pm

Thursday, September 27th

KBI Annex Training Room	KBI Main Conference Room	Time
Missing Persons Clearinghouse (1 hour class)	New KACIS	8:30am – 12:00pm
eCitation (2 hour class)		1:00pm – 3:00pm

SEPTEMBER FIELD SUPPORT TRAINING IN TOPEKA, CONTINUED
JESSICA CROWDER, PROGRAM CONSULTANT I KBI

Class Synopsis

10 Print Fingerprint
This training will cover instruction on how to properly take and submit ten-print arrest/booking records, mug shots, and palm prints; proper use of livescan; civil fingerprinting procedures; two-finger capture devices; access to the KBI's fingerprint archive; correcting errors; and understanding AFIS reports. Practical exercises in the techniques of fingerprinting will also be included. **Target Audience**: Anyone who takes ten-print and palm print images for the submission of an arrest or applicant fingerprint card via livescan or hard card. This includes court personnel who fingerprint those who have been convicted from the result of a summons.

Case Inquiry
Case Inquiry allows law enforcement agencies access to specific information concerning the status of evidence submitted to the KBI Forensic Science Laboratories for analysis. Agencies can download copies of their Submission Receipts shortly after submission of evidence to the forensic laboratory. Copies of any completed Laboratory Report are available for download through the Case Inquiry system shortly after the report is released by the laboratory. This class will prepare you to access Case Inquiry and the ability to navigate through the website to find the information you need. **Target Audience:** Law Enforcement, Attorney's Offices.

Central Message Switch / KCJIS Web Portal
An overview of tools available through the KCJIS Central Message Switch and KCJIS Web Portal will be covered. The session will begin with changes specific to OpenFox Desktop 3.0 and a review of OpenFox Messenger. We will move on to OpenFox Archive & Retrieval before wrapping up the Central Message Switch session with the process of adding new users and assigning message keys. KCJIS Web Portal training will cover navigation of the recently upgraded KCJIS Web Portal and its new features. We will learn how searches are performed and the new features around searching. Finally, we will find those hard to find documents on the KCJIS Web Portal. **Target Audience**: KCJIS users and Technical Agency Coordinators (TACs).

Criminal History Records
In this training we will discuss how to fill out the new electronic disposition form available on the KCJIS web portal, related disposition screens, and new criminal history searching and tracking features available on the web portal. **Target Audience**: Individuals that complete disposition reports or that request criminal history records for investigations, presentence investigations, or probation/parole.

Kansas Incident Based Reporting System (KIBRS)
This training will cover the proper completion of the required standard reports. Discussion of common errors as well as concerns with requirements will be included. In addition, there will be discussion about recent and future changes to KIBRS; to include the new auditing program. Agencies desiring electronic submission are encouraged to attend. **Target Audience**: Any personnel who complete offense and arrest reports, check accuracy, and/or submit reports to KBI.

KsORT
This training will cover the proper use of the Kansas Offender Registration Tool (KsORT). Demonstrations will be done covering initial registrations and updates. We will cover common scenarios encountered when dealing with offender registrations. This class will be tailored to the needs of the attendees. **Target Audience:** This training is for new users and a refresher course for current users.

Kansas Offender Registration Act (KORA)
This training provides an overview of the current Kansas Offender Registration Act. The focus of training includes the duties of all registering entities and offenders. NCIC training will not be provided. Please contact Kansas Highway Patrol in regards to NCIC matters. **Target Audience**: Individuals with the primary responsibility of registering offenders such as: Kansas sheriffs' offices, county jails, Kansas Department of Corrections, and Juvenile Justice Authority.

Rapsheet Differences
This class will explain the differences between the information on NCIC III Rapsheets, KBI Rapsheets, and NLETS Rapsheets in detail. **Target Audience:** Individuals that request criminal history records for investigations, presentence investigations, or probation/parole.

eCitation (2 hour class)
eCitation is a new program to the KBI designed to collect citation data from state law enforcement agencies, and then make that data available to law enforcement. eCitation will help provide more information to law enforcement officers when dealing with potential violators or suspects, and also help Prosecutors with their research. This training will cover how to properly enter written citations into the Citation Record Entry website through KCJIS. The training will also show you how to get reports on your agencies regarding all warnings and chargeable offenses, type of violation, and location of citations issued.

SEPTEMBER FIELD SUPPORT TRAINING IN TOPEKA, CONTINUED
JESSICA CROWDER, PROGRAM CONSULTANT I KBI

Missing and Unidentified Persons
This training provides an overview of missing and unidentified persons. We will access and review the new KBI Missing Person Clearinghouse Database. Resources available for families and law enforcement agencies will be provided. We will cover the unique circumstances related to missing children with special needs. **Target audience:** Any personnel dealing with missing or unidentified persons.

New KACIS
KACIS has been completely revamped and has integrated a lot of functionality to streamline the processes we do as it relates to users, agencies, token management, service packet applications and terminal requests. In this session we will do a high level overview of these topics. We will then provide the Agency TACs with information as it relates specifically to TAC Administration duties. These will include "How Tos" on: adding, modifying, disabling users; updating agency information; ordering and assigning tokens; requesting services and applications; requesting new terminals; how to upload forms into the system. **Target Audience:** Agency TACS.

KACIS GO-LIVE
LAURA BOHNENKEMPER, IT PROJECT MANAGER KBI

The last time you heard from me, I was writing about all the great things in the new Kansas Customer Information System (KACIS). Today, I will be discussing the results after going live on June 19th. The Go-Live was very successful and I hope that it lived up to the hype. There have been a few hiccups as folks started using the system, but that is to be expected on such a large and complicated project. Regardless of those issues that have been or still need to be resolved, the feedback has been positive overall. I would love to hear your feedback about the new system; The good, the bad, and the not so pretty. Please consider sending any feedback to Laura.Bohnenkemper@kbi.ks.gov. Please include your contact information in case I need to follow up.

Below is a list of items that are still in the works for fixing or improvement:

1.   One time token codes - The ability to use one time token codes when you forget your token at home is in the works. Currently, the system is unable to allow the use of the one-time token codes. In the meantime, if your agency has spare tokens, those can be assigned to the user for whatever duration is needed.

2.   Expiring Tokens – All tokens are expiring one day sooner than they should. Tokens are on Greenwich Mean Time (GMT). The time you see in KACIS is Central Standard Time (CST). GMT time is five hours ahead of CST so tokens are expected to expire at 7:00 p.m. the day prior to the date on the token. At this time the tokens are expiring 2 days prior at 7:00 p.m. to the date on the token. We are working with the vendor to identify the issue but in the meantime please take the extra day into consideration when you are assigning the replacement token. The replacement token can be assigned at any time and will only be activated with the user logs into the KCJIS Web Portal for the first time.

    Example: The token is set to expire at 7:00 p.m. on 7/31 GMT. It should expire on 7/30 at 7:00pm CST. KACIS is expiring the tokens on 7/29 at 7:00 p.m. CST. Replacement token would need to be assigned and given to the employee prior to 7/29 at 7:00 p.m.

3.   Empty Agency Agreement field - The 'Agency Agreement' field on the Agency records is showing blank even if your agency has an agreement. You can go to the 'Views' on the left navigation and under 'Agency Coordinator,' click on 'Agency Agreements' and it will show all of the agreements you have for your agency and any agency that you have a KACIS agreement with. In the near future you will be able to see the list of agreements on the Agency page.

4.   My Requests - When you click on 'My Requests' under 'My Views,' most likely you see requests from other agencies. We are hoping to have this resolved in the near future also. Unfortunately, there is not a way to correctly view this data right now.

5.   Email Notifications - Email notifications that are sent out of KACIS still have a few issues populating some of the fields. These are currently being worked on and will hopefully be complete in the next couple of weeks

6.   KACIS Reports - The reports that were available in legacy KACIS will be available in the new KACIS within the next few weeks.

We are currently working on a Frequently Asked Questions. The description areas on many of the KACIS screens will be populated with helpful information in the next few months. Please feel free to provide suggestions for that area as well.

I want to give a shout out to all of the Technical Agency Coordinators (TACs) that have been patient as we work out some of the hiccups and in learning a new system. Change is never easy, but you all have gone above and beyond in tackling the new KACIS. I can't express my appreciation enough for everyone who helped make this project a success; from the project team to the Kansas Bureau of Investigation (KBI) Help Desk and Kansas Highway Patrol (KHP) to all the TACs who took time out to attend at least one of our trainings. It takes a whole village to be engaged to realize the type of success we have had and will continue to see with the new KACIS. Until next time!

NEWS FROM THE KBI HELP DESK
JEFFREY DOWNING, NETWORK CONTROL TECHNICIAN III KBI

Kansas License Type (LIT) Field Codes Updates

We are working with the Kansas Department of Revenue (KDOR) and Computer Projects of Illinois (CPI) to update the Kansas LIT field codes on the Central Message Switch. The KDOR and Kansas Car Stop (KCS) forms will be affected by these updates. The specific message keys affected will be the Kansas Vehicle Query (KVQ) and the Kansas Vehicle List (KVL). The codes have not been updated for many years, so we are excited to be able to include many LIT codes that have been requested by you, the KCJIS user. If you would like to review the updated list, it can be found on the KCJIS Web Portal under the Information / KDOR heading.

New KACIS

The new KACIS which was implemented at the end of June is allowing agency TACs more visibility to their agency, user and token information. It is streamlining a lot of processes from ordering and assigning tokens, to requesting new devices, applications or access to the user. If you are an agency TAC, then it's important that you log into the KCJIS Web Top to access KACIS and see all it has to offer you.

There are many video tutorials which will guide you through the different features of the new KACIS. These videos are located on the KCJIS Web Portal under the Access Request and TAC Info section.

Nlets Overview – Training Resource

Nlets has put together an Nlets Overview training video. This eight minute video is available on the KCJIS Web Portal under the Information heading. It is a great resource to gain a better understanding of what Nlets is and how to make the most of the service they provide.

SSAP Sun Setting – Update

About 80% of the agencies that were identified as having SSAPS (Server) and/or SSAPD terminal (CAD, MDT, or RMS) connections to the Central Message Switch have either made the conversion to the new KSIP Protocol or are actively working towards the conversion. As of July 1st, the remaining agencies will be restricted from adding new terminals and message keys until the conversion to KSIP is made. Questions about this or any other topic can be directed to the Kansas Bureau of Investigation (KBI) Help Desk at (785) 296-8245.

ASSET FORFEITURE
BROOKLYNN BRECKENRIDGE, PROGRAM CONSULTANT I KBI

The Kansas State Legislature recently passed House Bill No. 2459 requiring the KBI to collect incident and annual summary based data regarding asset seizure and forfeiture. We are in the process of creating a repository that will begin collecting live data no later than July 1, 2019. The bill mandates who needs to report, when they will need to report, and what will need to be reported. Although incident based forfeiture reporting will start on a new fiscal year, the annual summary report will run on a calendar year making the first annual summary report due on February 1, 2020. Once the summary report is submitted to the KBI, substantial compliance will be determined. Once the determination is made, non-compliant findings will be sent to the legislature for review.

http://www.kslegislature.org/li/b2017_18/measures/documents/hb2459_enrolled.pdf

If you have any questions please contact Brooklynn Breckenridge at (785) 296-1663 or by email at Brooklynn.Breckenridge@kbi.state.ks.us.

CONTROLLED SUBSTANCE USERS IN KIBRS REPORTING
SHANNON DOMINGO, PROGRAM CONSULTANT I KBI

With an increase in home grown terrorism and mass shootings, the importance of knowing who may have access to a firearm has never been more critical. The Incident Based Reporting Section (IBR) has begun a new process and we need your help! As part of the National Instant Background Check System (NICS), 18 U.S.C. 922(g)(3) states that "persons who are unlawful users of or addicted to any controlled substance" are prohibited from possessing firearms. This type of critical information is often found on Kansas Standard Offense Reports (KSOR's), however, will not appear on the offender's criminal history record to be reported to NICS. Currently, only a criminal conviction that meets certain requirements defined by NICS will prohibit the individual from legally purchasing a firearm. This is where your help comes in!

In order for a drug user to be identified, there must be an inference of current use from certain evidence. Examples include a person who admits to the current use of a controlled substance or a positive field or lab test that indicates the use of a controlled substance.

In order for the IBR section to know whether a specific incident meets this definition, specific information must be included within the narrative section of the offense report. Please include any information where the offender self-admitted to using a specific drug or that your agency conducted a positive field test on either a found drug or residue found in drug paraphernalia. There should be clear evidence that the suspect listed is the offender who had possession of the drugs. The IBR section will provide this information to the Criminal Records Section of the KBI to include on any NICS checks.

Thank you for assisting the KBI with making this process more valuable for yourselves and your fellow law enforcement professionals! For additional information, please reference the "NICS LE Guide" located on the Information tab of the KCJIS Web Portal. Any questions you may have can be directed to the IBR section at (785) 296-4373.

GATEWAY UPDATE
CONNIE MOLINA, PROGRAM CONSULTANT I KBI

In the past, the Gateway would update during the beginning of September, but moving forward to ensure no gap in reporting the Gateway will update twice a year. The first update will take place during the first week of August and again during the first week of September. Due to the short notice for the August update, it is possible that an agency's Gateway software was not empty during the process thus affecting the ability of automatically updating the Gateway software. If that is the case, we are asking agencies to ensure that their system has downloaded automatically and is operating on the most current version. To do this, the person responsible for the Gateway will need to go to their Gateway Control panel > Configuration and will be required to log in. Before logging in, the user should make sure that the version above the username states "Version: 01.03.039." If there is any other version listed please contact the Incident Based Reporting unit at (785) 296-4373. CJIS Law users will also need to contact the IBR unit so that we may update your CJIS Law system.

CH-CH-CH CHANGES...
KRISTI CARTER, CRIMINAL HISTORY RECORDS MANAGER KBI

State repositories nationwide share a common goal of increasing the amount of information reported to the National Instant Crime Background Check System (NICS), the system that checks records for firearm prohibitions on individuals. Kansas is no exception and will be making two changes toward this effort in the near future. The Kansas Bureau of Investigation (KBI) will begin reporting unlawful users of controlled substances as per U.S.C 922 (g)(3) to the NICS Indices and is also working to improve the information available on the on the rapsheet for firearms purpose codes.

The KBI Criminal History Records unit will utilize offense reports which clearly document admitted use of a controlled substance by an offender and positive lab test results as supporting documentation to enter the individual into the NICS Indices under U.S.C 922(g)(3). These offenders are prohibited from the possession, receipt, transfer, or sale of a firearm for a specific period. The KBI currently reports qualifying misdemeanor crimes of domestic violence and involuntary commitments under U.S.C 922 (g)(4) to the NICS Indices under U.S. C 922 (g)(9).

Rapsheet changes are also in progress at the KBI. Currently, rapsheets reflect involuntary commitment dates and case numbers for individuals in the "special notices" section only when an individual has criminal history. The changes in progress will allow a rapsheet to generate and reflect this same information when an individual does not have a criminal record. This will not only help the NICS unit in making their determinations but will also provide information to local law enforcement agencies who make determinations related to confiscated firearms.

Be on the lookout for more information on both of these topics in the weeks to come.

The KCJIS Newsletter is published in cooperation of the Kansas Criminal Justice Coordinating Council and KCJIS Committee

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Butler County Attorney's Office
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KANSAS BUREAU OF INVESTIGATION

Jessica Crowder
Newsletter Editor
1620 SW Tyler
Topeka, KS 66612
(785) 296-8338
Jessica.Crowder@kbi.state.ks.us